

# Wisconsin Department of Regulation & Licensing

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## ACCOUNTING EXAMINING BOARD

### INFORMATION REGARDING THE APPLICATION FOR CERTIFICATE OF AUTHORIZATION

A sole proprietorship, partnerships, companies or corporations practicing accounting in Wisconsin are required to obtain registration as an accounting firm.

Complete and return the enclosed Application for Accounting Firm License (Form #125), the Addendum to Application-Business Entities (Form #2552), and a check or money order made payable to the Department of Regulation and Licensing.

Any changes in the information provided on this application during the registration period must be reported in writing within 30 days of the effective date. Please include the credential number in all correspondence. Any change in ownership requires a new application be completed.

In addition to the credential issued by the Accounting Examining Board, corporations and certain other types of business entities listed on the application must register with the Department of Financial Institutions. You must contact the agency directly to obtain the registration material. The address and telephone number is Department of Financial Institutions, Division of Corporations and Consumer Services, P.O. Box 7846, Madison, WI 53707, (608) 261-7577.

The firm registration is renewable by December 14 of the odd number year following the date of issuance. A renewal application will be mailed approximately 30 days prior to the expiration date.